GLOBALG.A.P.

GLOBALG.A.P.
Compound Feed Manufacturing

CONTROL POINTS AND COMPLIANCE CRITERIA

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CONTENTS

COMPOUND FEED MANUFACTURING STANDARD

INTRODUCTION

Principles

This document sets out a framework for Good Manufacturing Practices (GMP) of Feed Manufacturing Establishments, which defines essential elements for the development of best practices for the global production by compound feed manufacturing establishments, which are acceptable for the leading retail groups worldwide. However, standards for some individual retailers and those adapted by some farmers may exceed those described. This document does not set out to provide prescriptive guidance on every method of feed production.

GLOBALG.A.P. offers several benefits for compound feed manufacturers:

1. Reducing food safety risks in global primary production
    - Encouraging the development and adoption of national and regional feed assurance schemes
    - Clear risk-assessed HACCP-based reference standard serving the consumer and food chain
    - Commitment to continuous improvement and transparency through consultation and adoption of technical communication platforms across the entire food chain

2. Reducing cost of compliance
- Avoiding the proliferation of buyer requirements, as committed GLOBALG.A.P. retail and food service members and producers shift their supply to GLOBALG.A.P. approved sources over time
- Avoiding excess regulatory burden through pro-active adoption by the industry
- Achieving global harmonization leading to a more level playing field
- Feed manufacturers choose from certification bodies strictly regulated by GLOBALG.A.P.

3. Increasing the Integrity of feed assurance schemes worldwide by
    - Defining and enforcing a common level of auditor competence
    - Defining and enforcing a common level of verification status report
    - Defining and enforcing a common level of action on non-compliances
    - Harmonizing interpretation of compliance criteria

Independent Verification:

Feed manufacturers receive their GLOBALG.A.P. approval through independent verification from a certification body that is approved by GLOBALG.A.P.

The scheme documents are as follows:

1. GLOBALG.A.P. General Regulations which set out the rules by which the standard is administered.
2. GLOBALG.A.P. Control Points and Compliance Criteria (CPCC) is the standard with which the feed manufacturer shall comply, and which provides specific details on each of the requirements.
3. GLOBALG.A.P. Checklist which forms the basis of the external audit and which the feed manufacturer shall use to fulfill the annual internal audit requirements.

As described in the GLOBALG.A.P. General Regulations, compliance with all points in this scheme is obligatory.

Legislation overrides GLOBALG.A.P. where relevant legislation is more demanding. The compliance level for legislation is obligatory. Where there is no legislation (or legislation is not so strict), GLOBALG.A.P. provides a minimum acceptable level of compliance. No matter what the required level of compliance is in GLOBALG.A.P., any applicable legislation that is stricter than GLOBALG.A.P. shall be complied with in the country where the manufacturer who is being certified is operating

Standard Scope: "Compound Feed Manufacturing"

"The scope of this standard covers all production steps from purchase, handling and storage to processing and distribution of compound feed for food producing animals. This excludes the production of ingredients such as forage or grains (simple feed materials), pre-mixtures, additives or medications (prepared feed supplements) etc., but covers the production of compound feeds (which can be complete or complementary), that may be produced using any or all of these ingredients as raw materials.
For mammalian and avian livestock production: the manufacturing of home-mixed compound feeds (i.e. compound feeds that do not leave the farm) and grazing/foraging for animals are not covered by this standard. Refer to Livestock Base Module V5.0 Control Points 4.1.3 and 4.1.8 for requirements of home-mixing.
For aquaculture production: all compound feed, whether sourced internally or externally, shall follow the criteria of Aquaculture Module V5.0 - Control Point AB 7.1.2 (except for hatchery use of raw unpasteurized or live feed - refer to Aquaculture Module V5.0 - AB 7.1.3)

Definitions:

Animal feed: Any substance or product, including additives, whether processed, partially processed or unprocessed, intended to be used for oral feeding to animals.

Cleanliness: Cleaning and removing of residues, dirt, or other materials that carry contaminant agents in order to eliminate, reduce or prevent harmful microorganisms from causing harm to animal health and eventually to human health as well.

Complementary animal feed: Mixtures that contain high rates of certain substances and that, due to their composition, only guarantee the daily ration if associated with other animal feed.

Complete animal feed: Feed that, when used for the kind of livestock and for the purposes stated on the label, will provide all of the nutritional requirements necessary for the maintenance of life or for promoting production except (a) water, in the case of monogastric animals other than horses, and (b) water or roughage, in the case of ruminant animals and horses.

Compound animal feed: A mixture of products of vegetable or animal origin in their natural state, fresh or preserved, or products derived from the industrial processing thereof, or organic or inorganic substances, whether or not containing additives, for oral feeding in the form of a complete or complementary feed.

Concentrate feed: Mixture of ingredients that, once added to one or more ingredients in appropriate proportions properly specified by the manufacturer, constitute animal feed.

Contamination: Presence of foreign substances or agents of biological, chemical or physical origin considered undesirable for the product, whether harmful or not for animal health, and eventually for human health and for the environment as well.

Cross-contamination: Contamination produced by improper contact with contaminated ingredients, inputs, surfaces, surroundings, people or products.

Disinfection (sanitation): Reduction, by means of appropriate chemical agents or physical methods, of the number of microorganisms in the buildings, facilities, machinery and utensils, to avoid the contamination of the product being manufactured.

Feed additives: All substances or combinations of substances that may have a nutritional value or not, which are not normally consumed as food and which are intentionally added to products designed for animal feeding with the following aim: to preserve, intensify, potentiate or modify the desirable properties, as well as to suppress the undesirable properties or improve the animal performance. They are used according to certain rules.

Feed ingredients: A component part or constituent of any combination or mixture making up a feed, whether or not it has a nutritional value in the animal's diet, including feed additives. Ingredients are of plant, animal or aquatic origin, or other organic or inorganic substances. Includes both 'feed materials' and 'feed additives'.

Feed materials: Various products of vegetable or animal origin, in their natural state, fresh or preserved, and products derived from the industrial processing thereof, and organic or inorganic substances, whether or not containing additives, which are intended for use in oral animal feeding either directly as such, or after processing, in the preparation of compound feeding stuffs or as carriers of premixtures.

Feed supplements: Ingredient or ingredients mixture that can furnish to the animal feed vitamins, amino acids, minerals, proteins and/or energy necessary to meet the daily needs. Additives or nucleuses can be included.

Finished feed: Denotes products obtained at the end of the processing chain of the company, i.e. compound feeding stuffs.

GMP: Good Manufacturing Practice. Series of procedures in a branch or sector in which the standard of conduct is laid down.

Manufacturing: All operations and processes conducted in order to obtain a finished product.

Medicated premixture: Any veterinary medicinal product prepared in advance with a view to the subsequent manufacture of medicated feeding stuffs.

Mixed feed ingredients: Simple feed ingredients mixed together.

Premixtures: Mixtures of feed additives or mixtures of one or more feed additives with feed materials or water used as carriers, not intended for direct feeding to animals.

Product handling: Operations conducted with the ingredients – until the product is finished – at any stage of their processing, storing and transporting.

Quarantine: A separated or isolated and identified location on or outside a premise with restricted access and appropriate sanitary provisions, where those goods, plants and livestock, which are suspicious for baring risks regarding health, hygiene, biosecurity, feed and food- safety, have to be stored or kept separately for a defined/limited time until the evaluation of their risk has been finalized and further decision on their use or disposal can be made.

Raw materials: All materials used for manufacturing, processing or blending into compound feed.

Simple animal feed Ingredients: The different products of vegetal or animal origin, in natural state, fresh or preserved, and the products originated from their industrial transformation, as well as the organic and inorganic substances, containing additives or not, directed to animal feeding by oral administration.

Site: Factories/buildings sharing the same premises, under the same senior management control and involved in various stages of the same continuous process.

Supplier: Organization or person that provides a product.

Traceability: The ability to trace and follow a substance intended to be, or expected to be incorporated into a food or feed, through all stages of production, processing and distribution.

Undesirable substances: Contaminants and other substances which are present in and/or on feed and feed ingredients and which constitute a risk to consumers' health, including food safety related animal health issues.

Validation: Confirmation, through the provision of objective evidence, that the requirements for a specific intended use or application have been fulfilled.

Veterinary medications: Veterinary medicines as prescribed by a veterinary surgeon and to be added to compound feed as a feed ingredient.

Veterinary medicines: Any substance or combination of substances with the intention to diagnose, prevent, mitigate, cure or treat a condition or disease in animals including substances with effect on the central nervous system, like sedatives and anesthetics, with the exemption of diseases due to deficiency in nutrients, e.g. vitamins, minerals or aminoacids.

Waste: Any substance or object in the categories set out in Annex 1 of the Waste Framework Directive, which the holder discards or intends or is required to discard. Feed materials resulting from the manufacture of food or drink and safe returns shall not be regarded as waste.

Written documents: These may be substituted by electronic, photographic, or other data processing systems provided that the data is appropriately stored during the anticipated period of storage (archive) and can be made readily available in a legible form.

For definition of terms used in this document, please refer to the GLOBALG.A.P. Glossary document.

Disclaimer:

FoodPLUS GmbH and GLOBALG.A.P. approved Certification Bodies are not legally liable for the safety of the product certified under this Standard. Under no circumstances shall FoodPLUS GmbH, its employees or agents be liable for any losses, damage, charges, costs or expenses of whatever nature (including consequential loss) which any producer may suffer or incur by reason of, or arising directly or indirectly from the administration by FoodPLUS GmbH, its employees or agents or the performance of their respective obligations in connection with the scheme, save to the extent that such loss, damage, charges, costs and/or expenses arise as a result of the finally and judicially determined gross negligence or willful default of such person.

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No	Control Point	Compliance Criteria	Level
1	**OFFICIAL APPROVAL**		
1.1	Has an official notification of recognition or registration been issued by the competent authority for the feed production sites?	An authority approval and/or registration shall be demonstrated. A registration number shall be recorded where relevant.	Major Must
1.2	Does the site have a detailed organization chart?	There shall be an organization chart setting out the staff required to fulfill the production and quality functions and their responsibilities and job titles.	Minor Must
2	**WORKERS HEALTH, SAFETY AND WELFARE**		
	People are key to the safe and efficient operation of any production site. Site staff and contractors as well as producers themselves stand for the quality of the produce and for environmental protection. Education and training will help progress towards sustainability and build on social capital. This section is intended to ensure safe practice in the work place and to make sure that all workers understand, and are competent to perform their duties, are provided with proper equipment to allow them to work safely, and that, in the event of accidents, proper and timely assistance can be obtained.		
2.1	**Risk Assessments**		
2.1.1	Does the facility have a written risk assessment for safe and healthy working conditions?	The written risk assessment can be a generic one but it shall be appropriate for conditions of the facility. The risk assessment shall be reviewed and updated when changes in the organization (e.g. other activities) occur. No N/A.	Minor Must
2.1.2	Does the facility have a written health, safety and hygiene policy and procedures including issues of the risk assessment of CFM 2.1.1?	The health, safety and hygiene policy shall at least include the points identified in the risk assessment (CFM 2.1.1). This could include accident and emergency procedures, hygiene procedures, dealing with any identified risks in the working situation, etc. The policy shall be reviewed and updated when the risk assessment changes.	Minor Must
2.2	**Training**		
2.2.1	Do all new employees undergo a formal induction program?	Each new employee shall complete an induction program.	Major Must
2.2.2	Does each employee have an individual training record?	Each employee shall have an individual training record, which provides details of training received, date carried out and schedule for the current year.	Major Must
2.2.3	Is there a record kept for training activities and attendees?	A record shall be kept for training activities including the topic covered, the trainer, the date and attendees. Evidence of the attendance is required.	Minor Must

No	Control Point	Compliance Criteria	Level
2.2.4	Are the necessary competencies for employees performing work affecting food safety and quality of product defined and regularly evaluated?	The appropriate records of education, training, skills and experiences shall be maintained along with records of regular assessment.	Major Must
2.2.5	Do all workers handling and/or administering veterinary medicines, chemicals, disinfectants or other hazardous substances and all workers operating dangerous or complex equipment as defined in the risk assessment in CFM 2.1.1 have certificates of competence, and/or details of other such qualifications?	Records shall identify workers who carry out such tasks, and show certificates of training or proof of competence. No N/A	Major Must
2.2.6	Have all workers received adequate health and safety training and are they instructed according to the risk assessment in CFM 2.1.1?	Workers can demonstrate competency in responsibilities and tasks through visual observation. If at time of inspection there are no activities, there shall be evidence of instructions. No N/A.	Minor Must
2.2.7	Is there always an appropriate number of persons (at least one person) trained in first aid present at each site?	There shall always be at least one person trained in first aid (within the last 5 years) present on the site. Applicable legislation on first aid training shall be followed where it exists.	Minor Must
2.2.8	Does the site have documented hygiene instructions?	The hygiene instructions shall be visibly displayed: provided by way of clear signs (pictures) or in the predominant language(s) of the workforce. The instructions shall include at least the following: - the need for hand cleaning - the covering of skin cuts - limitation on smoking, eating and drinking to certain areas - notification of any relevant infections or conditions - the use of suitable protective clothing	Minor Must
2.2.9	Have all persons working on the site received basic hygiene training according to the hygiene instructions in CFM 2.2.8?	Both written and verbal training shall be given as an induction training course for hygiene. Qualified people shall provide training. All new workers shall receive this training and confirm their participation with a signature. All instructions from CFM 2.2.8 shall be covered in this training. All workers, including managers, at any time of the year, shall have reviewed and signed the site´s hygiene instructions.	Minor Must
2.2.10	Are the site´s hygiene procedures implemented?	Workers with tasks identified in the hygiene procedures shall demonstrate competence during the inspection. No N/A.	Minor Must

No	Control Point	Compliance Criteria	Level
2.3	**Hazards and First Aid**		
2.3.1	Do accident and emergency procedures exist, are they visually displayed and communicated to all persons associated with the facility's activities?	Permanent accident procedures shall be clearly displayed in accessible, and visible location(s).These instructions shall be available in the predominant language(s) of the workforce and/or as pictograms. The procedures shall identify, if appropriate, the following: - site's map reference or site address - contact person(s) - location of the nearest means of communication (telephone, radio) - an up-to-date list of relevant phone numbers (police, ambulance, hospital, fire-brigade, access to emergency health care on site or by means of transport, electricity and water supplier) - how and where to contact the local medical services, hospital and other emergency services - location of fire extinguisher - emergency exits - emergency cut-offs for electricity, gas and water supplies - how to report accidents or dangerous incidents	Minor Must
2.3.2	Are potential hazards clearly identified by warning signs and these placed where appropriate?	Permanent and legible signs shall indicate potential hazards, e.g. waste pits, fuel tanks, workshops, access doors of chemical storage facilities. Warning signs shall be present. No N/A.	Minor Must
2.3.3	Is safety advice available/accessible for substances hazardous to worker health, if required?	Information (e.g. website, tel. no, data sheets, etc.) shall be accessible, where required, to ensure appropriate action.	Minor Must
2.3.4	Are first aid kits present at all sites?	Complete and maintained first aid kits according to national regulations and recommendations shall be available and accessible at all sites.	Minor Must
2.4	**Protective Clothing/Equipment**		
2.4.1	Are workers (including subcontractors) equipped with suitable protective clothing in accordance with legal requirements and/or label instructions or as authorized by a competent authority?	Complete sets of protective clothing, (e.g. rubber boots, protective overalls, rubber gloves, face masks, etc.) which enable label instructions and/or legal requirements and/or requirements as authorized by a competent authority to be complied with shall be available, used and in a good state of repair. This includes appropriate respiratory, ear and eye protection devices where necessary.	Major Must

No	Control Point	Compliance Criteria	Level
2.4.2	Is protective clothing cleaned after use and stored so as to prevent contamination of the clothing or equipment?	Protective clothing shall be regularly cleaned, according to a schedule adapted to the type of use and degree of soiling. Cleaning the protective clothing and equipment includes the separate washing of private clothing and glove washing before removal.	Major Must
2.5	**Worker Welfare**		
2.5.1	Is a member of management clearly identifiable as responsible for workers' health, safety and welfare?	Documentation shall be available that demonstrates that a clearly identified, named member of management has the responsibility for ensuring compliance with existing, current and relevant national and local regulations and the implementation of the policy on workers' health safety and welfare.	Major Must
2.5.2	Do regular two-way communication meetings take place between management and workers? Are there records from such meetings?	Records show that the concerns of the workers about health, safety and welfare are recorded in meetings planned and held at least once a year between management and workers at which matters related to the business and workers' health, safety or welfare can be discussed openly (without fear or intimidation or retribution). The auditor is not required to make judgments about the content, accuracy or outcome of such meetings.	Recom.
2.5.3	Is there information available that provides an accurate overview over all workers of the site?	Records shall demonstrate clearly an accurate overview over all workers (including seasonal workers) and subcontractors working on the site. Information shall be available regarding full names, date of entry, the period of employment and, the regular working time and overtime regulations. Records of all workers (also subcontractors), which provide the required information, shall be kept for the last 24 months from the date of first inspection.	Minor Must
2.5.4	Do workers have access to clean food storage areas, designated dining areas, hand washing facilities and drinking water?	A place to store food and to eat shall be available. In addition, hand washing facilities and potable drinking water shall be available to workers.	Minor Must
3	**QUALITY MANAGEMENT SYSTEM AND HACCP**		
3.1	Is there a quality management system in place?	A quality management system shall be established, implemented, documented and maintained. The quality management system shall demonstrate compliance with all applicable legislation.	Major Must

No	Control Point	Compliance Criteria	Level
3.2	Does the quality system include a formal HACCP carried out with the aim of identifying and controlling all potential hazards that might adversely affect the safety of feed ingredients, product during processing and finished feed?	The quality management system shall include a formal HACCP system carried out with the aim of identifying and controlling all potential hazards that might adversely affect the safety of feed ingredients, product during processing and finished feed. Risk assessments shall be carried out in accordance with recognized HACCP principles e.g. Codex Alimentarius Commission Code of Practice – General Principles of Food Hygiene.	Major Must
4	**INTERNAL AUDITS**		
4.1	Is there a documented procedure for internal auditing?	There shall be a planned program of internal audits carried out by competent (HACCP knowledge) trained members of staff to ensure that the internal systems are operating as required and are effective.	Major Must
4.2	Does the internal audit program cover all activities based on risk assessment as required under section 3?	The internal audit program shall ensure all activities are audited based on risk assessment.	Major Must
4.3	Are all non-compliances and appropriate corrective actions documented?	All non-compliances shall be reported and appropriate corrective actions be performed and documented.	Major Must
5	**FEED INGREDIENTS MANAGEMENT**		
5.1	**Selection and Verification of Suppliers**		
5.1.1	Are the criteria for selection and approval of suppliers documented?	Criteria for the selection and approval of suppliers shall be documented.	Major Must
5.1.2	Is there a formal defined risk assessment procedure for all suppliers?	There shall be documentation that demonstrates that all suppliers are risk assessed according to recognized food safety standards. Proof that all suppliers of processed feed ingredients have applied the principles of Good Manufacturing Practice (GMP) and Hazard Analysis (HACCP) shall be available.This may be performed alternatively via :(i) certificates issued to suppliers, e.g. Gafta Trade Assurance Scheme (GTAS) or IFSA Feed Ingredients Standard, (ii) other relevant documentation supplied by the supplier, (iii) second party audit by a suitably qualified member of the feed manufacturing operation staff, in which case documentation shall include non compliances and corrective actions, (iv) third party audits given that feed manufacturers can demonstrate equivalence.	Major Must

No	Control Point	Compliance Criteria	Level
5.1.3	Is a list of approved suppliers in place, which is subject to a formal review at least once every 12 months?	There shall be a list of approved suppliers. The list shall include which supplier is accepted for which materials. Suppliers shall only supply feed ingredients once the approval process has been completed. The list shall be formally reviewed at least once every 12 months.	Major Must
5.1.4	Do formal assessment and approval procedures apply to suppliers of veterinary medicinal products, feed additives and premixtures?	Suppliers of veterinary medicinal products, feed additives and premixtures that are not certified to the FEFANA / FAMI QS, or equivalent schemes, shall be risk assessed and the risk assessment shall be documented. N/A for veterinary medicinal products when these are not manufactured.	Major Must
5.2	**Feed Ingredients Specifications and Risk Assessment**		
5.2.1	Is there a formal documented approval and selection procedure for feed ingredients, premixtures, veterinary medicines, medicated premixtures and additives?	All feed ingredients, intermediate products, veterinary medicines, medicated premixtures, additives and premixtures shall have a written specification, which is regularly updated. N/A for veterinary medicines if these are not used for compound feed production.	Major Must
5.2.2	Is each feed ingredient subject to a formal risk assessment?	Each feed ingredient shall be subject to a formal HACCP based risk assessment, selection and approval process based upon origin, storage, processing, handling, transport and nutritional and bacteriological characteristics.	Major Must
5.2.3	Are only approved feed ingredients accepted?	Materials listed in the GLOBALG.A.P. negative list, see Guideline 1, are prohibited from inclusion in animal feed. The selection and approval process shall be completed and recorded prior to the acceptance of any feed ingredient into the manufacturing premises.	Major Must
5.2.4	Is the water used potable?	Water shall be considered within the HACCP and of potable quality.	Major Must
5.3	**Procedures for Control of Incoming Feed Ingredients**		
5.3.1	Is there a written procedure for acceptance of incoming feed ingredients?	There shall be evidence of a written procedure that is followed for accepting all incoming raw materials.	Major Must
5.3.2	Are the criteria for the acceptance of incoming feed ingredients specified?	There shall be criteria for the acceptance of raw materials.	Major Must
5.3.3	Is each incoming delivery of feed ingredients checked and documented before being approved for unloading?	Feed ingredients shall not be unloaded until the documentation that accompanies the delivery is verified.	Major Must

No	Control Point	Compliance Criteria	Level
5.4	**Registration of Incoming Feed Ingredients**		
5.4.1	Is there a complete and comprehensive record of all incoming feed ingredients?	Complete and comprehensive lists of incoming feed ingredients shall be documented.	Major Must
5.4.2	Is the supplier of each feed ingredient checked and recorded upon arrival?	Suppliers of delivered feed ingredients shall be verified as an approved supplier before proceeding to unload.	Major Must
5.4.3	Is the origin, date, time and weight of deliveries recorded?	The origin, date, time and weight of deliveries shall be recorded.	Major Must
5.5	**Inspection and Sampling**		
5.5.1	Is there a procedure for inspection and sampling of feed ingredients?	Facilities shall have a procedure in place for the inspection and sampling of feed ingredients.	Major Must
5.5.2	Is there a defined schedule for analysis of incoming feed ingredients?	The schedule shall define sampling and testing frequencies, testing parameters and sample retention based upon risk assessment.	Major Must
5.6	**Analyses of Incoming Feed Ingredients**		
5.6.1	Is the frequency of sampling and testing based upon the risk assessment as required in 5.2.2?	It shall be obvious that the sampling and analytical schedule varies according to the risk assessment for each incoming feed ingredient according to 5.2.2.	Major Must
5.6.2	Is the analysis schedule for testing of feed ingredients according to the risk assessment and does it include nutritional characteristics, microbiological status (including Salmonella spp. for feed ingredients destined for livestock and aquaculture species) and undesirable substances (including at least pesticide residues, mycotoxins, heavy metals, PCB´s and dioxins for feed destined for livestock)?	The analysis schedule for testing of feed ingredients shall be according to the risk assessment and include nutritional characteristics, microbiological status (including Salmonella spp. for feed destined for livestock and aquaculture species) and undesirable substances (including at least pesticide residues, mycotoxins, heavy metals, PCB´s and dioxins for feed destined for livestock).	Major Must
5.6.3	Are incoming feed ingredients sampled and tested according to the analytical schedule?	Incoming feed ingredients shall be sampled and tested according to the analytical schedule.	Major Must
5.6.4	Are tolerance limits specified and adhered to?	Tolerance limits shall be specified and adhered to. National and international (where countries of export known) tolerance limits, including those specified as buyer requirements, shall be adhered to.	Major Must
5.6.5	Are the results of the analyses formerly assessed against defined specifications?	All results of the analyses shall be formerly assessed against defined specifications.	Major Must

No	Control Point	Compliance Criteria	Level
5.6.6	Is there a plan of action to be implemented in the event of results that are not within statutory limits or specifications as defined within the analysis plan?	A plan of action shall be in place, which defines the investigation and corrective actions that are required in the event of results that are not within statutory limits or specifications as defined within the analysis plan. Verification records of implemented corrective actions shall be in place.	Major Must
5.6.7	Are the analyses for microbiological status (including Salmonella spp) and undesirable substances performed by an accredited laboratory or equivalent?	Analyses for Salmonella spp and undesirable substances shall be carried out by an accredited laboratory or equivalent (e.g. laboratory approved by ring testing). Copies of the laboratory certificates of accreditation or result of ring test analysis shall be available where applicable.	Minor Must
5.7	**Rejection of Deliveries**		
5.7.1	Are criteria to reject feed ingredients specified?	Documented reject criteria shall be specified.	Major Must
5.7.2	Are rejected deliveries documented?	Rejected deliveries shall be recorded and appropriate documentation maintained to show the reason for the rejection, the destination of the rejected material and appropriate communication to the supplier.	Major Must
5.7.3	Is there a nominated member of staff with responsibility for the approval or rejection of feed ingredients?	Clear authority shall be established for the rejection of feed ingredients.	Minor Must
5.8	**Transport of Incoming Feed Ingredients**		
5.8.1	Are specific instructions issued and documented for all types of transport of feed ingredients?	All transporters of feed ingredients shall be issued specific documented instructions that specify the appropriate controls with regard to hygiene and contamination.	Major Must
5 8 2	Do the transport instructions specify exclusion list materials as outlined in Guideline 2?	The transport instructions shall specify the exclusion list materials as defined in Guideline 2 that shall not have been carried in vehicles used for the feed ingredients.	Major Must
5.8.3	On arrival at the manufacturing site, does the transport container provide recorded details of the previous three loads, and is appropriate action taken according to risk assessment?	On arrival at the manufacturing site, the transport vehicle shall disclose the type of feed ingredients or materials that have been carried on the container for the previous three loads. These shall be recorded for all deliveries by the receiving feed mill. N/A if feed ingredients are in impermeable packaging which prevents cross-contamination.	Major Must
5.8.4	Do the transport instructions specify cleaning requirements before loading and after unloading?	All transport vehicles shall carry details of cleaning records as specified in the transport instructions.	Major Must

No	Control Point	Compliance Criteria	Level
5.8.5	Is there a procedure to inspect the transport vehicle for cleanliness prior to loading?	An authorized person shall undertake physical checks and all transport vehicles shall carry records to confirm cleanliness prior to loading as specified in the transport instructions.	Major Must
5.8.6	Are hauliers of feed ingredients audited to confirm compliance with the specified transport requirements?	Annual approval of the haulage companies shall be completed by suitably qualified members of staff or third parties to ensure compliance with the specified transport requirements unless members of a recognized haulage scheme.	Major Must
5.9	**Off-site Feed Material Stores**		
5.9.1	Are off-site feed material stores approved to ensure that the safety of raw materials and feed ingredients is maintained?	Off-site feed material stores shall either be officially registered by in-country officials, be certified under a recognized assurance scheme or audited by authorized third parties or suitably qualified members of the feed mill´s staff. N/A if all storage on site.	Major Must
6	**STORAGE FACILITIES ON SITE**		
6.1	**Feed Ingredients and Finished Feed**		
6.1.1	Do the storage facilities allow clear separation and identification of different feed ingredients, packaging materials and finished feeds?	Storage facilities shall allow clear separation and identification of different feed ingredients, packaging materials and finished feeds.	Major Must
6.1.2	Are feed ingredients and finished feed stored to prevent deterioration or contamination and to allow inspection and cleaning?	Feed ingredients and finished feed shall be stored in facilities that maintain dry and clean conditions, prevent deterioration or contamination and allow inspection and cleaning.	Major Must
6.1.3	Do storage facilities provide adequate security and access to interior walls for cleaning and pest control?	Storage facilities shall be secure and provide access to interior walls for cleaning and pest control.	Major Must
6.1.4	Are feed ingredients or finished feeds that have been rejected or recalled or are out of date clearly identified and held in a quarantine area?	Feed ingredients or finished feeds that have been rejected or recalled or are out of date shall be clearly identified and held in a quarantine area.	Major Must
6.2	**Bulk Storage**		
6.2.1	Is there a procedure to check that when there is a change in the type of feed material or finished feed, the silo, container or flat store area is inspected and cleaned if required?	There shall be a documented procedure to check that when there is a change in the type of feed material or finished feed, the silo, container or flat store area is inspected and cleaned if required.	Major Must

No	Control Point	Compliance Criteria	Level
6.2.2	Are areas above storage silos clean and well lit and ventilated?	Areas above storage silos shall be clean, lit, well ventilated and free from spillage and ingress material.	Minor Must
6.2.3	Are silos, flat stores and containers free from condensation / moisture and held up raw material, and the inside top of each silo free from residues of feed material?	Silos, flat stores and containers shall be free from condensation / moisture and held up raw material. The inside top of each silo shall be free from residues of feed material.	Major Must
6.3	**Bag Storage**		
6.3.1	Is there a stock rotation procedure in place, e.g. first-in, first-out?	There shall be a stock rotation procedure in place for all bag products.	Major Must
6.3.2	Is the bag storage of feed ingredients clearly segregated from finished feed in order to avoid cross-contamination?	Bag storage of feed ingredients shall be clearly segregated from finished feed in order to avoid cross-contamination.	Major Must
6.3.3	Is the bag or container storage of finished feed identified according to product type?	The bag or container storage of finished feed shall be identified according to product type with particular attention to medicated feeds or feeds containing specified feed additives.	Major Must
6.3.4	Are storage areas clean and dry?	All storage areas shall be clean and dry.	Major Must
6.4	**Veterinary medicines, medicated premixtures, premixtures and feed additives**		
6.4.1	Are premix and feed additives stored in a clearly defined segregated area?	Premix and feed additives shall be stored in a clearly defined segregated area.	Major Must
6.4.2	Are veterinary medicines and medicated premixtures stored in an area which is locked?	Veterinary medicines and medicated premixtures shall be stored in an area which is locked. N/A if no use and storage of these products.	Major Must
6.4.3	Are all premixtures, feed additives, veterinary medicines and medicated premixtures clearly labeled and identifiable at all times?	All premixtures, feed additives, veterinary medicines and medicated premixtures shall be clearly labeled and identifiable at all times.	Major Must
6.4.4	Are opened bags or containers covered or securely folded when not in use?	Opened bags or containers shall be covered or securely folded when not in use or stored in closed labeled containers.	Minor Must
6.4.5	Are carousel or micro ingredient silos clearly identifiable and lids firmly closed when not in use?	Carousel or micro ingredient silos shall be clearly identifiable and lids firmly closed when not in use. N/A where no micro ingredient silos or carousels in use.	Major Must

No	Control Point	Compliance Criteria	Level
6.4.6	Is there a procedure to minimize the risk of errors when filling micro silos?	There shall be a procedure to minimize the risk of filling errors; e.g. bar coding or automatic or manual lock systems. N/A where no micro ingredient silos in use.	Major Must
7	**PROCESSING**		
7.1	**Documentation**		
7.1.1	Are there written procedures and work instructions for each step of the production process?	There shall be written procedures and work instructions for each step of the production process.	Major Must
7.1.2	Are all production batches documented and do they show if there is any deviation from the correct formula?	Each individual production batch shall be recorded either on paper or on the computer system and any deviations from the correct formula shall be identified.	Major Must
7.1.3	Do the batch records show individual weights of feed ingredients and bags or part bags?	The batch records shall show individual weights of feed ingredients and bags or part bags.	Major Must
7.1.4	Are feed additives and premixtures used in accordance with legal requirements?	The feed additives and premixtures used shall be documented, and shall be in accordance with legal requirements.	Major Must
7.1.5	Is the person responsible identified for each batch production?	The person responsible shall be identified for each batch production.	Minor Must
7.2	**Formulations and Specifications**		
7.2.1	Is there a nominated person responsible for issuing feed specifications?	There shall be a nominated person responsible for issuing a written specification for each specific feed type.	Major Must
7.2.2	Does the feed specification comply with appropriate legislation of the national authority with regard to limits for undesirable substances and inclusion of feed additives?	The feed specification shall comply with appropriate legislation of the national authority with regard to limits for undesirable substances and inclusion of feed additives.	Major Must
7.2.3	Is there a specific formulation for each feed type which identifies the quantity and name of each feed ingredient and which conforms with the written specification?	There shall be a specific formulation for each feed type which identifies the quantity and name of each feed ingredient and which conforms with the written specification.	Major Must
7.2.4	Is each formulation uniquely identified?	Each formulation shall have a unique code or version number that replaces the previous formulation.	Major Must
7.2.5	Is there a system that verifies the manual transfer of formulations to the mill computer system where applicable?	There shall be a system that verifies the manual transfer of formulations to the mill computer system where applicable.	Minor Must

No	Control Point	Compliance Criteria	Level
7.2.6	Is there a system that permits and documents any amendments to the formulation by an authorized person?	There shall be a system that documents any amendments to the formulation by an authorized person.	Major Must
7.2.7	Does the current mill formulation match the latest issued formulation version number?	The current mill formulation shall match the latest issued formulation version number. Previous versions shall be blocked or deleted from the system.	Major Must
7.3	**Production Scheduling**		
7.3.1	Is production planned to avoid cross contamination of different feed types?	Production shall be planned to avoid cross contamination of different feed types.	Major Must
7.3.2	Are production schedule rules documented and based on the HACCP study to take account of the specific plant, and the inclusion of feed additives, veterinary medications and medicated premixtures?	There shall be production schedule rules documented and based on the HACCP study to take account of the specific plant, and the inclusion of feed additives, veterinary medications and medicated premixtures.	Major Must
7.3.3	Are premixtures containing veterinary medicines or feed additives not produced on the same production line as compound feed.	Premixtures containing veterinary medicines or feed additives shall not be produced on the same production line as compound feed. Cross reference with 7.3.2 and 7.4.2.	Major Must
7.3.4	Does the HACCP study consider the requirement for dilution, point and time of addition of veterinary medicines, medicated premixtures and feed additives and premixtures?	The HACCP study shall consider the requirement for dilution, point and time of addition of veterinary medicines, medicated premixtures and feed additives and premixtures.	Major Must
7.3.5	Is the recirculation of feedstuff within the process controlled to prevent residues and cross contamination?	The recirculation of feedstuff feeds within the process shall be controlled to prevent residues and cross contamination.	Major Must
7.4	**Cross Contamination Matrix and Flushing**		
7.4.1	Does a contamination matrix (table) exist as part of the HACCP system?	A cross contamination matrix (table) shall be implemented as part of the HACCP system where appropriate to ensure that medicated feed or a feed containing a specified feed additive can only be followed by a feed for species for which the veterinary medicinal product or specified feed additive is licensed.	Major Must
7.4.2	In situations where the scheduling rules cannot be applied, are procedures identified within the HACCP study that include flushing and cleaning?	In situations where the scheduling rules cannot be applied, there shall be procedures identified within the HACCP study that include flushing and/or cleaning. N/A if the HACCP analysis does not reveal a risk for cross contamination.	Major Must

No	Control Point	Compliance Criteria	Level
7.4.3	Does the flushing procedure specify the amount and type of material to be used for the flush and is the quantity validated within the HACCP study?	The flushing procedure shall specify the amount and type of material to be used for the flush and appropriate carry-over tests shall be completed to validate the process within the HACCP study. N/A if the HACCP analysis does not reveal a risk for cross contamination.	Major Must
7.4.4	Are all flush batches recorded and the identity and destination of the flush material controlled and recorded?	All flush batches shall be recorded and the identity and destination of the flush material controlled and recorded. N/A if the HACCP analysis does not reveal a risk for cross contamination.	Major Must
7.4.5	Unless flushed into the original batch, are there written procedures to specify how the flush material can be used or re-incorporated?	Unless flushed into the original batch, flush material shall be dealt with according to written procedures. N/A if the HACCP analysis does not reveal a risk for cross contamination.	Major Must
7.4.6	If the flush batch is restricted to the blending and mixing operation, does the HACCP study consider contingency to avoid contamination downstream from the mixer?	If the flush batch is restricted to the blending and mixing operation, contingency shall be identified within the HACCP study to avoid contamination downstream from the mixer. N/A if the HACCP analysis does not reveal a risk for cross contamination.	Major Must
7.4.7	Is product resulting from a flushing run identified, traceable, and its use recorded?	Product resulting from a flushing run shall be identified, traceable, and its use be recorded. N/A if the HACCP analysis does not reveal a risk for cross contamination.	Major Must
7.4.8	Does the HACCP system identify specific flush and schedule requirements for the manufacture of concentrate feed containing veterinary medicines or specified feed additives?	The HACCP system shall identify specific flush and schedule requirements for the manufacture of concentrate feed containing veterinary medicines or specified feed additives.N/A if the HACCP analysis does not reveal a risk for cross contamination.	Major Must
7.5	**Rework Material**		
7.5.1	Is there a documented procedure that controls the storage, identification and reworking of authorized rework material?	There shall be a documented procedure that controls the storage, identification and reworking of authorized rework material. Rework material shall be identified at all times and the history of re-processing or discharge recorded.	Major Must
7.5.2	Are there specific rework procedures for rework material that contains veterinary medicines, medicated premixtures or specified feed additives?	There shall specific rework procedures for rework material that contains veterinary medicines and medicated premixtures or specified feed additives where appropriate.	Major Must
7.5.3	Are there specific rework procedures for rework material derived from concentrate feeds that contain veterinary medicines, medicated premixtures or specified feed additives?	There shall be specific rework procedures for rework material derived from concentrate feeds that contain veterinary medicines, medicated premixtures or specified feed additives.	Major Must

No	Control Point	Compliance Criteria	Level
7.5.4	Are feeds that have been discharged on farm formally risk assessed before being accepted as approved for return to the plant as rework material?	Feeds that have been discharged on farm shall be formally risk assessed before being accepted for return to the plant as approved rework material.	Major Must
7.5.5	Is the return of medicated feed discharged on farm prohibited?	The return of medicated feed discharged on farm shall be prohibited. The ingress/the return of such discharged feed to a CFM-plant shall be prohibited at all times. N/A for sites where no medicated feed is produced.	Major Must
7.6	**Production**		
7.6.1	Is there an identified person responsible for production?	There shall be an identified person responsible for production.	Major Must
7.6.2	Does the plant have a preventative maintenance program?	The plant shall have a preventative maintenance program.	Minor Must
7.6.3	Is the production process completely documented?	The production process shall be completely recorded.	Major Must
7.6.4	Are daily process control checks recorded?	Daily process control checks shall be recorded.	Major Must
7.6.5	Is all weighing and measuring equipment calibrated and tested to recognized standards according to correct and fair trade and at intervals not exceeding 12 months?	Weighing and measuring equipment shall be calibrated and tested to recognized standards according to correct and fair trade and at intervals not exceeding 12 months.	Major Must
7.6.6	Does the HACCP study include consideration of the use of lubricants for any equipment that comes into contact with feed ingredients or finished feed?	The HACCP study shall include consideration of the use of lubricants for all equipment that comes into contact with feed ingredients or finished feed. Only food grade lubricants shall be allowed.	Major Must
7.6.7	Is all ducting, conveying and production equipment enclosed from intake through to finished feed loading?	All ducting, conveying and production equipment shall be enclosed from intake through to finished feed loading.	Major Must
7.6.8	Is there a current accurate flow diagram, which includes identification of recirculation and the point of addition of all premixtures, veterinary medicines and feed additives?	There shall be a current accurate flow diagram, which includes identification of recirculation and the point of addition of all premixtures, veterinary medicines and feed additives.	Major Must
7.7	**Intakes**		
7.7.1	Are intakes protected from rain and bird or vermin ingress?	Intakes shall be protected from rain and bird or vermin ingress.	Major Must
7.7.2	Are intake pipes and blow lines controlled to prevent intake errors?	Intake pipes and blow lines shall be either locked or controlled by the mill computer system to prevent intake errors.	Major Must
7.8	**Routing, Blending and Weighing**		

No	Control Point	Compliance Criteria	Level
7.8.1	Is the routing of bulk feed materials to the appropriate designated silo or container controlled and recorded?	The routing of bulk feed materials to the appropriate designated silo or container shall be controlled and recorded.	Major Must
7.8.2	Is the weighing and addition of feed ingredients recorded?	The weighing and addition of feed ingredients shall be recorded.	Major Must
7.8.3	When feed ingredients are weighed into buckets or containers, are they labeled and their identity maintained at all times?	Feed ingredients weighed into buckets or containers shall be labeled and their identity maintained at all times.	Major Must
7.9	**Mixing**		
7.9.1	Do mixers operate for a pre-set time, which is shown to be effective for uniform dispersion and mixing of the feed ingredients?	Mixers shall operate for a pre-set time, which is shown to result in uniform dispersion and mixing of feed ingredients.	Major Must
7.9.2	Are all mixers regularly tested to verify their mixing efficacy?	All mixers shall be regularly tested at least every 6 months to verify the mixing efficacy. Documentary evidence shall exist. The frequency shall be based on experience and risk assessment and shall be documented.	Major Must
7.9.3	Are mixers cleaned and maintained according to a defined schedule?	Mixers shall be cleaned and maintained according to a defined schedule.	Major Must
7.10	**Veterinary Medicines, Medicated Premixtures, Feed Additives and Premix Addition**		
7.10.1	Is the addition of veterinary medicines, medicated premixtures, premixtures and feed additives timed to ensure efficient mixing and minimum cross contamination?	The addition of veterinary medicines, medicated premixtures, premixtures and feed additives shall be timed to ensure efficient mixing and minimum cross contamination.	Major Must
7.10.2	Is the addition of veterinary medicines or medicated premixes under the responsibility or supervision of competent personnel?	The addition of veterinary medicines and medicated premixtures shall be under the responsibility or supervision of competent personnel to assure workers health and safety and medicated feed safety and efficacy.	Major Must
7.11	**Routing and Bulk Finished Feed**		
7.11.1	Does the HACCP study consider the risk of cross contamination downstream from the mixer through to finished feed loading or packing?	The HACCP study shall consider the risk of cross contamination downstream from the mixer and identify the appropriate control measures that have been implemented.	Major Must
7.11.2	Are procedures in place to prevent cross contamination of different feed types through to finished feed and packing silos where appropriate?	Where appropriate, procedures shall be in place to prevent cross contamination of different feed types through to finished feed and packing silos.	Major Must

No	Control Point	Compliance Criteria	Level
7.11.3	Is there a procedure to inspect the inside of finished feed silos or packing bins before feed type is changed where appropriate?	Where appropriate, there shall be a procedure to inspect the inside of finished feed silos or packing bins before feed type is changed.	Minor Must
7.12	**Packaged Feed for Delivery to Farm**		
7.12.1	Is the re-use of sacks or bags forbidden?	Sacks or bags shall not have been used previously to avoid any type of cross-contamination or bio-security risks on chemical base and to prevent disease transmission. Packaging material that comes into direct contact with compound feed cannot be reused. N/A for big-bags provided that they undergo cleaning and disinfection before reuse.	Major Must
7.12.2	Are packaging materials clean, suitable for use, and stored free from contamination.	Packaging materials shall be suitable for use, clean and stored free from contamination.	Major Must
7.12.3	Are first-in, first-out principles applied to ensure stock rotation?	First-in, first-out principles shall be applied for stock rotation.	Major Must
7.12.4	Is there a clearly identified quarantine area for out-of-date stock?	There shall be a clearly identified quarantine area for out-of-date stock blocked feed.	Minor Must
7.12.5	Are pallets clean and dry?	Pallets shall be clean and dry.	Minor Must
8	**FINISHED FEED TRANSPORT AND LOADING**		
8.1	**Transport by the Feed Mill or Subcontracted**		
8.1.1	Are specific instructions issued for the transport of finished feed?	All transporters of finished feed shall be issued specific instructions that specify the appropriate controls with regard to hygiene and contamination.	Major Must
8.1.2	Do the transport instructions specify exclusion list materials as outlined in Guideline 2?	The transport instructions shall specify the exclusion list materials as defined in Guideline 2 that shall not have been carried in vehicles used for the transport of finished feed.	Major Must
8.1.3	On arrival at the manufacturing site, does the transporter provide details of the previous three loads?	On arrival at the manufacturing site, the transport container shall provide details of the previous three loads and these shall be documented for all deliveries. N/A if finished feed is in impermeable packaging, which prevents cross-contamination.	Major Must
8.1.4	Do the transport instructions specify cleaning requirements before loading and after unloading?	Details of cleaning records as specified in the transport instructions shall be maintained for each vehicle.	Major Must
8.1.5	Is there a procedure to inspect the transport facility for cleanliness prior to loading?	Physical checks shall be undertaken by an authorized person and records maintained to confirm cleanliness prior to loading.	Minor Must

No	Control Point	Compliance Criteria	Level
8.1.6	Are external transporters of finished feed evaluated based on risk to confirm compliance with the specific transport requirements?	Annual evaluations based on risk of external haulage companies shall be completed by suitably qualified members of staff or third parties to ensure compliance with the specific transport requirements unless members of a recognized haulage scheme. N/A in case internally controlled or if feed transport vehicles are owned by CFM.	Major Must
8.2	**Bulk Loading**		
8.2.1	Is there a procedure to ensure that orders and the loading and delivery instructions are correct?	There shall be a procedure to ensure that orders and the loading and delivery instructions are correct.	Major Must
8.2.2	Is the identity of finished feed in each silo recorded?	The identity of finished feed in each silo shall be known and recorded.	Major Must
8.2.3	Are clear instructions issued to identify the type of finished feed to be loaded?	Clear instructions shall be issued to identify the type of finished feed to be loaded.	Major Must
8.2.4	Are procedures in place to ensure that the vehicle is loaded with the correct feed?	Procedures shall be in place to ensure that the vehicle is loaded with the correct feed.	Major Must
8.2.5	Is the vehicle or compartment into which the feed is loaded recorded according to the loading instructions?	The vehicle and compartment into which the feed is loaded shall be recorded according to the loading instructions.	Major Must
8.2.6	Is there a means to provide access for inspection and sampling of finished product at loading?	There shall be a means to provide access for inspection and sampling of finished product at loading.	Minor Must
8.3	**Packaged Feed**		
8.3.1	Are medicated packaged feeds clearly identifiable from other finished feeds?	Medicated packaged feeds shall be clearly identifiable from other finished feeds. N/A where not manufactured, nor stored nor traded.	Major Must
8.3.2	Are clear loading instructions issued to ensure the correct loading of packaged feeds?	Clear loading instructions shall be issued to ensure the correct loading of packaged feeds.	Minor Must
9	**SITE HYGIENE AND MANAGEMENT**		
9.1	**External Environment of the Site**		
9.1.1	Are the site and buildings maintained in a clean and tidy condition and free from waste material in close proximity to the production buildings?	All sites shall be maintained in a clean and tidy condition. Pallets, scrap material and vegetation shall not be evident in close proximity to the mill buildings.	Major Must
9.1.2	Are surfaces close to intake and loading areas in good repair?	Surfaces close to intake and loading areas shall be in good repair.	Major Must

No	Control Point	Compliance Criteria	Level
9.1.3	Do drains provide adequate drainage to prevent free standing water?	Drains shall provide adequate drainage to prevent free standing water.	Major Must
9.1.4	Does the disposal and/or discharge of sewage, solid and liquid waste and rain water, meet all legal requirements and avoid contamination?	The disposal and /or discharge of sewage, solid and liquid waste and rain water shall avoid contamination.	Major Must
9.1.5	Is access to all production and storage buildings restricted to authorized personnel only?	Access to all production and storage buildings shall be restricted to authorized personnel only.	Minor Must
9.1.6	Is external storage fully protected against contamination or deterioration?	External storage shall be fully protected against contamination or deterioration according to risk evaluation. N/A where no external storage.	Major Must
9.1.7	Is all waste material collected, identified and segregated?	All waste material shall be collected in clearly identified containers and located in a position where they cannot contaminate feed ingredients or finished feed from the production area.	Major Must
9.1.8	Are birds, rodents and insects prevented from entering external waste containers that contain feed ingredients or finished feed?	External waste containers that contain feed ingredients or finished feed shall be protected from access to birds, rodents and insects.	Major Must
9.1.9	Are all buildings securely protected against ingress of pests, in particular birds and rodents?	Buildings shall be securely protected against ingress from pests, in particular birds and rodents.	Major Must
9.2	**Internal Environment of the Site**		
9.2.1	Are the internal fabric, walls, floors and ceilings kept clean, free of condensation and in a good state of repair?	Internal fabric, walls, floors and ceilings shall be kept clean, free of condensation and in a good state of repair.	Major Must
9.2.2	Are there formal procedures for routine cleaning and routine inspection for the production environment?	Formal procedures for the routine cleaning and routine inspections for the production environment shall be recorded.	Major Must
9.2.3	Are there formal procedures for the cleaning and the inspection of the production equipment and machinery?	There shall be formal procedures for the cleaning and the inspection of the production equipment and machinery.	Major Must
9.2.4	Is there a formal cleaning and inspection procedure for the feed ingredient and finished feed silos and flat stores?	There shall be a formal cleaning and inspection procedure for the feed ingredient and finished feed silos and flat stores.	Major Must
9.2.5	Are precautions taken when cleaning machinery used for moist and semi-moist feed or feed ingredients, e.g. coolers?	Special precautions shall be taken when cleaning machinery used for moist and semi-moist feed and feed ingredients to avoid fungal and bacterial growth. N/A if not installed at site.	Major Must
9.2.6	Are the cleaning work instructions and personnel hygiene procedures fully documented and implemented?	The cleaning work instructions and personnel hygiene procedures shall be fully documented and implemented.	Major Must

No	Control Point	Compliance Criteria	Level
9.2.7	Is there a record of fumigation where applicable?	There shall be a record of fumigation where applicable.	Major Must
9.2.8	Are safety data sheets available for all fumigation, disinfectant and cleaning chemicals used on site?	Safety data sheets shall be available for all fumigation, disinfectant and cleaning chemicals used on site.	Major Must
9.2.9	Are buildings well lit and ventilated?	Buildings shall be well lit and ventilated.	Minor Must
9.3	**Pest Control**		
9.3.1	Is there a written plan, complete with a map of the numbered location of all bait stations, for the control of rodents, birds and insects?	There shall be a written plan, complete with a map of the numbered location of all bait stations, for the control of rodents, birds and insects.	Major Must
9.3.2	Do trained personnel carry out the pest control?	Trained personnel shall carry out pest control.	Major Must
9.3.3	Is the frequency of site inspections pre-determined?	The frequency of site inspections shall be pre-determined.	Major Must
9.3.4	Is there a record of site inspections and required corrective actions where appropriate?	There shall be records of site inspections and corrective actions required for improvement where appropriate and necessary.	Major Must
9.3 5	Is there a record of the corrective response?	There shall be a record of the corrective response to all required corrective actions.	Major Must
9.3.6	Are safety data sheets available for pesticides used on site?	Safety data sheets shall be available for pesticides used on site.	Major Must
9.3.7	Is all bait applied in a manner that cannot contaminate feed ingredients or finished feeds?	Bait shall be applied in a manner that cannot contaminate feed ingredients or finished feeds.	Major Must
9.4	**Personnel**		
9.4.1	Is there a record of all visitors and vehicles entering the production site?	A record of all visitors and vehicles entering the production site shall be maintained and available for inspection.	Major Must
9.4.2	Are all visitors issued with and made aware of hygiene and health and safety regulations?	All visitors shall be issued with and made aware of hygiene and health and safety regulations.	Minor Must
9.4.3	Are staff and visitors issued with appropriate protective clothing before entering the production area?	Staff and visitors shall be issued with appropriate protective clothing (e.g. one-way overalls, face masks, ear plugs, helmets, special boots etc.) before entering the production area.	Minor Must
9.4.4	Is eating, drinking and smoking confined to designated areas?	Eating, drinking and smoking shall be confined to designated areas.	Major Must
9.4.5	Are hand cleaning facilities available and sited appropriately based on risk assessment?	Hand cleansing facilities shall be available and sited appropriately based on risk assessment.	Major Must

No	Control Point	Compliance Criteria	Level
10	**QUALITY CONTROL OF FINISHED FEED**		
10.1	**Responsibility**		
10.1.1	Is there a nominated person responsible for quality control?	There shall be a nominated person responsible for quality control.	Major Must
10.2	**Analytical Schedule**		
10.2.1	Are there adequate facilities and staff available for sampling, inspecting and testing?	There shall be adequate facilities and staff available for sampling, inspecting and testing.	Major Must
10.2.2	Is there a quality plan that covers all finished feeds and details sampling, sample storage, inspection and testing procedures?	There shall be a quality plan that covers all finished feeds and details sampling, sample storage, inspection and testing procedures.	Major Must
10.2.3	Are samples for bacterial analysis sampled aseptically?	Samples for bacterial analysis shall be sampled aseptically to prevent contamination.	Major Must
10.2.4	Is the minimum time of sample retention defined in a product-specific manner?	Storage time for reference samples shall be set by each company on HACCP-based risk assessment , customer requirements, legal regulations, shelf life of the feed and the value chain they are in.	Major Must
10.2.5	Are the sampling and analysis performed in accordance with the instructions?	The sampling and analysis shall be performed in accordance with the instructions.	Major Must
10.3	**Finished Feed Sampling and Analysis**		
10.3.1	Is the manufacturer aware of the MRL restrictions in the country where the feed is intended to be traded?	The manufacturer shall be aware of the MRL restrictions in the country where the feed is intended to be traded.	Major Must
10.3.2	Is there a plan of action to be implemented in the event of results that are not within statutory limits or specification as defined within the analysis plan?	A plan of action shall be in place, which defines the investigation and corrective actions that are required in the event of results that are not within statutory limits or specifications as defined within the analysis plan.	Major Must
10.3.3	Are the analyses for *salmonella* spp and undesirable substances performed by an accredited laboratory or equivalent?	Analyses for salmonella spp and undesirable substances shall be carried out by an accredited laboratory or equivalent (e.g. supplier approved laboratory by ring testing). Copies of the laboratory certificates of accreditation shall be available.	Major Must

No	Control Point	Compliance Criteria	Level
10.4	**Recall Procedure**		
10.4.1	Is there a written recall procedure capable of being implemented at any time of day or night?	There shall be a written recall procedure capable of being implemented at any time of day or night.	Major Must
10.4.2	Are all recalls documented and effective corrective actions identified?	All recalled deliveries shall be documented. The recalls shall be performed according to the instructions and corrective actions shall be shown to be effective.	Major Must
10.4.3	Are finished feeds that have been recalled stored in an identified segregated area until a decision is made as to whether they can be used as rework or disposed of as waste?	Finished feeds that have been recalled shall be stored in an identified segregated area until a decision is made as to whether they can be used as rework or disposed of as waste.	Major Must
11	**INGREDIENTS DECLARATION**		
11.1	Is all feed clearly and correctly labeled according to the legislation of the country of origin and destination(s)?	All feed shall be clearly and correctly labeled according to the legislation of the country of origin and destination(s).	Major Must
12	**COMPLAINTS**		
12.1	Is there a formal system for recording and processing customer complaints?	There shall be a clearly identifiable document for complaints relating to issues of compliance with all feed.	Major Must
12.2	Does the complaint procedure ensure that complaints are adequately recorded, studied and followed up including a record of actions taken?	The complaint procedure shall ensure that complaints are adequately recorded, studied and followed up including a record of actions taken.	Minor Must
13	**DOCUMENTATION AND TRACEABILITY**		
13.1	Are records maintained for the entire production process from feed ingredient selection to delivery to customers and capable of providing sufficient traceability?	Records shall be maintained for the entire production process from feed ingredient selection to delivery to customers for a minimum of 2 years and shall be capable of providing traceability one step back and one step forward.	Major Must

No	Control Point	Compliance Criteria	Level
13.2	Are the following feed ingredient records available upon arrival at the site? - Type or name of the ingredient - Haulier (name of the company/vehicle registration/trailer) - Quantity delivered - Date and time of intake - Supplier - Delivery reference for feed materials collected from third party stores	These feed ingredient records shall be complete and available upon arrival at the site: - Type or name of the ingredient - Haulier (name of the company/vehicle registration/trailer) - Quantity delivered - Date and time of intake - Supplier - Delivery reference for feed materials collected from third party stores	Major Must
13.3	Are the following feed ingredient records available before the final product is dispatched? - Store or ship - Manufacturer - Country of origin	The following feed ingredient records shall be complete and available before the final product is dispatched: - Store or ship - Manufacturer - Country of origin	Major Must
13.4	When medicated feed is produced, which is required and approved from an authorized veterinarian, is a written request specifying the product name, active ingredient, inclusion level and quantity of feed received and documented by the purchaser?	When medicated feed is produced, which is required and approved from an authorized veterinarian, a written request specifying the product name, active ingredient, inclusion level and quantity of feed required shall be received and documented by the purchaser. N/A where no medicated feed or pre-mixtures manufactured.	Major Must
13.5	Are detailed records for each batch of feed containing veterinary medicines, medicated premixtures, additives and additive premixtures available?	The following records for each batch of feed containing veterinary medicines, medicated premixtures, additives and additive Premixtures shall be available: - Batch number - Name of product - Manufacturer and supplier - Quantity used - Name of veterinarian - Name and address of purchaser - Written specification (for medicated feed only) N/A if no veterinary medicines, no medicated premixtures, no additives and no additive premixtures manufactured or used for production of compound feed.	Major Must

No	Control Point	Compliance Criteria	Level
13.6	Are the records as outlined in the compliance criteria for each batch of feed complete and available?	The following records for each batch of feed shall be available: - Name or type of finished feed - Batch number - Sales order number - Formulation version number - Quantity produced - Date of manufacture or packing - Finished feed silo number or packing bin - Delivery vehicle, compartment - Delivery date - Name and address of delivery site - Order reference number	Major Must
14	**ANIMAL PROTEIN**		
14.1	Does the compound feed manufacturer follow the national legislation of the country of production and the purchase requirements of the country of destination regarding the specifications of the content of animal protein in the compound feed?	The compound feed manufacturer shall follow the national legislation of the country of production and the purchase requirements of the country of destination regarding the specifications of the content of animal protein in the compound feed.	Major Must
15	**RESPONSIBLE USE OF NATURAL RESOURCES**		
15.1	Is a written sustainability sourcing policy in place covering the purchases of raw materials or is a plan in place to create such a policy with specific timelines? Does the policy include at least references to human rights, labor practices and environmental issues?	There shall be a written sustainability sourcing policy in place covering the purchases of raw materials or there shall be a plan in place to create such a policy with specific timelines. The policy shall at least include references to human rights, labor practices and environmental issues. No N/A	Minor Must
15.2	Is the fishery and the production of fishmeal and fish oil in compliance with the laws and regulations related to fisheries in the country of production and the country of destination when sourcing fishmeal and fish oil? Does the processed catch not originate from any fisheries that are illegal, unregulated or unreported?	When sourcing fishmeal and fish oil, the fishery and the production of fishmeal and oil shall be in compliance with the laws and regulations of the country of production and the country of destination related to fisheries. The fishmeal and/or fish oil producer shall present on request documentation that the catch processed does not originate from any fisheries that are illegal, unregulated or unreported. N/A if fishmeal or fish oil is not used.	Major Must

No	Control Point	Compliance Criteria	Level
15.3	Is the origin of species of wild captured fish used to produce fishmeal and fish oil traceable with regards to: a. the species of origin b. the country of origin? Is the producer able to demonstrate that the list of fish species used for the production of fishmeal and fish oil does not contain species classified as critically endangered or endangered in the IUCN Red List at the time of purchase?	The producer of compound feed shall verify that the species of wild captured fish used to produce fishmeal and fish oil are not on the IUCN Red List classified as critically endangered or endangered. (IUCN - The International Union for the Conservation of Nature and Natural Resources). Reference: http://www.iucnredlist.org/. This will require that the supplier provides the information on the species used at the time of purchase. This information shall also include where the fishmeal and fish oil are produced (country of production). If species are not evaluated, they will not be recorded in the Red List, and this is acceptable as long as no other sources of information conclude that these are endangered species. N/A if fishmeal or fish oil is not used.	Major Must
15.4	Is the origin of species of farmed fish (including industrial by-products) used to produce fishmeal and fish oil traceable with regards to the species of origin and the country of origin?	The producer of compound feed shall be able to verify the species and the country of origin of farmed fish used to produce fishmeal and fish oil.	Major Must
15.5	Is documentation presented for fishmeal/fish oil on the percentage of supply of these raw materials that originate from fisheries managed in accordance with and adhering to the FAO Code of Conduct for Responsible Fisheries, e.g. IFFO, MSC and equivalent others?	Documentation shall be presented on the percentage of supply of fishmeal/fish oil which originates from fisheries managed in accordance with and adhering to the FAO Code of Conduct for Responsible Fisheries, e.g. IFFO, MSC and equivalent others. N/A if fishmeal or fish oil are not used.	Minor Must

GUIDELINE 1: LIST OF MATERIALS WHOSE CIRCULATION OR USE FOR ANIMAL NUTRITION PURPOSES IS PROHIBITED

1. Faeces, urine as well as separated digestive tract content resulting from the emptying or removal of digestive tracts, irrespective of any form of treatment or admixture.

2. Hide treated with tanning substances, including its waste.

3. Seeds and other plant propagating materials, which, after harvest, have undergone specific treatment with plant protection products for their intended use (propagation), and any derived by-products.

4. Wood, including sawdust or other materials derived from wood, which has been treated with wood preservatives.

5. All wastes obtained from the various phases of urban, domestic and industrial waste water, irrespective of any further processing of these wastes and irrespective also of the origin of the waste waters.

6. Solid urban waste (4), such as household waste.

7. Catering waste, produced during the provision of humans with food.

8. The packaging and parts of packaging from the use of products from the agri-food industry.

GUIDELINE 2: HAULAGE EXCLUSION LIST:

This is a listing of prohibited materials for transport vehicles that are used for the transport of raw materials for compound feed production and/or for finished compound feed. It differentiates between materials which are (1) never allowed to be transported and (2) those materials which may be transported ONLY if there is proof that the vehicle has been cleaned properly resulting in an acceptable hygiene condition prior to transport. In case of cargo ships (1) applies to the whole ship and (2) applies to the compartments where raw materials for feed production or finished compound feed shall be transported. This is a non-exhaustive list.

1. Materials transport prohibited at all times

1.1. Radio-active materials
1.2. Toxic & corrosive materials and any packaging used for these materials or any materials (e.g. timber) treated with these products
1.3. Bituminous products, e.g. tar chips, tarmac planings
1.4. Mineral clays which have been used for detoxification purposes
1.5. Animal & poultry wastes
1.6. Manures, litter and composts
1.7. Mammalian protein, including any feed containing these materials e.g. (a) mammalian protein (including greaves), other than processed animal protein (see below), derived from the whole or part of any dead mammal by the process of rendering; or (b) any material derived from mammalian protein, and for this purpose "protein" means any proteinaceous material which is derived from a carcass but does not include milk or other milk products.
1.8. Processed animal protein, e.g. meat and bone meal, meat meal, bone meal, blood meal, dried plasma and other blood products, hoof meal, horn meal, poultry offal meal, feather meal, dry greaves, and any other similar products, and includes mixtures, feeding stuffs, feed additives and premixes containing these products, except those processed animal protein materials, which are legally approved for the use in compound feed in aquaculture.
1.9. Hide treated with tanning substances, including its waste
1.10. Cereal & other seeds treated with toxic dressing
1.11. All wastes obtained from the various phases of the urban, domestic and industrial waste water treatment process, irrespective of any further processing of these wastes and also irrespective of the origin of the waste waters
1.12. Untreated waste from eating places
1.13. Solid urban waste, such as household waste, including products processed from this material

2. Materials transport prohibited unless proof of necessary and appropriate cleaning is presented prior to transport

2.1. Livestock including poultry, also including their carcasses
2.2. Food stuffs of vegetable origin considered unsuitable for human consumption for reasons of freshness
2.3. Glass
2.4. Scrap metal, including fragmented metal
2.5. Fragmented rubber

GUIDELINE 3: RISK ASSESSMENT FOR GLOBALG.A.P. COMPOUND FEED MANUFACTURERS

Compound feed manufacturers shall consider this guideline for developing the company-specific risk assessment

1. RAW MATERIALS MANAGEMENT
   1.1. Analyses of incoming feed ingredients

   The GM (genetically modified) status of feed ingredients shall be verified according to label or stated claims where appropriate.

2. PROCESSING
   2.1. Veterinary medicinal products, feed additives and premix addition
      2.1.1. A comprehensive cleaning and shakedown procedure shall be implemented at the addition point after addition of veterinary medicinal products, premixtures and feed additives that are identified within the HACCP study as a cross contamination risk.
   2.2. Packaged feed for delivery to farm
      2.2.1. There shall be specified procedures to avoid contamination during the packing process.
   2.3. Heat treatment as a specified bacterial kill step - where applicable
      2.3.1. The heat treatment step operates to a specified time and temperature that has been validated to achieve the necessary bacterial kill.
      2.3.2. There shall be records to demonstrate effective control during the heat treatment process for each specified feed type.
      2.3.3. Feed failing to achieve the target temperature shall be either: i) diverted/recirculated for further heat treatment, ii) retained within the heat treatment vessel to ensure that the desired time and temperature is achieved or iii) disposed. Documentation shall show whether diversion or disposal has occurred.
      2.3.4. The cooler air supply shall be considered within the HACCP study, and appropriate measures shall be taken to prevent bacterial recontamination where applicable.
      2.3.5. The routing and discharge of feed post heat treatment shall be segregated to avoid contact or contamination with non heat-treated feed.
      2.3.6. Temperature probes shall be calibrated and records maintained.

3. FINISHED FEED TRANSPORT AND LOADING
   3.1. Bulk loading
      3.1.1. Where possible, vehicles should not be loaded with both medicated feed or feed containing specified feed additives and unmedicated feed on the same vehicle. If it cannot be avoided, the HACCP study shall specify the necessary procedures for loading and unloading to avoid cross contamination.
      3.1.2. If dedicated vehicles for heat-treated feed are not an option, specific cleaning and sanitation procedures shall be implemented and rules derived from the HACCP study determining which feed types may precede heat-treated feed.

3.1.3. If the loading of bulk-finished feed is via shared conveyors or robot weighs, the HACCP study shall identify loading schedules to prevent cross-contamination of feed containing veterinary medicinal products and specified feed additives.

3.2. Internal environment of the site

3.2.1. The contamination with foreign bodies, e.g. glass, iron shall be addressed in the HACCP study.

4. ANIMAL PROTEIN

4.1. The inclusion of animal protein in the HACCP study shall address the legal requirements of the country of production and the country of destination.

4.2. The feed producer shall make available with each delivery (declaration label or printed statement) to the producer of the animals a list of the feed ingredients within the finished feed.

EDITION UPDATE REGISTER

New document	Replaced document	Date of publication	Description of modifications
111222_gg_cfm_cpcc_v2.1_dec11_en	GG_EG_CFM_CPCC_ENG_V2_0_Mar10	2 March 2010	Updated version
120928_gg_cfm_cpcc_v2_1-1_sep12_en	111222_GG_CFM_CPCC_ENG_V2.1_Dec11	28 Sep. 2012	Amendment in Compliance Criteria CFM 5.8.3 and 8.1.3
131212_gg_cfm_cpcc_V2_1-2_Sept13_en	120928_gg_cfm_cpcc_v2_1-1_sep12_en	12 December 2013	CPCC 5.8.5 – deleted once due to duplication; Control Point and Compliance Criteria CFM 9.2.2, 9.3.4, 10.4.3, 15.3 – change of wording Guideline 2 - deletion in 1.1. of “toxic…products” due to duplication
160805_gg_cfm_cpcc_v2.2_Aug16_en-	131212_gg_cfm_cpcc_V2_1-2_Sept13_en	3 August 2016	Change of wording in CPCC 2.2.9, 5.2.1, 5.1.3, 5.1.4, 5.5.2, 5.6.1, 5.6.2, 5.6.6, 5.8.3, 5.8.5, 5.9.1, 6.2.2, 7.1.3, 7.7.2,12.1, 8.1.1, 9.1.4, 9.3.2, 15.1,15.3 and 15.4

If you want to receive more information on the modifications in this document, please contact the GLOBALG.A.P. Secretariat mail to: translation_support@globalgap.org.

When the changes do not affect the accreditation of the standard, the version will remain “2.0” and edition update shall be indicated with “2.0-x”. When the changes do affect the accreditation of the standard, the version name will change to “2.x”.